

MINUTES OF THE 9/28/04 WVHDC INFORMATION SESSION SUBCOMMITTEE

Notes from today's planning session for "Coffee and Clapboards," the Warren Voluntary Historic District Committee information session to be held 11/13/04.

Attended: John Treat (JT), Pat Read (PR), Erin Ruddick (ER), Ed Theberge (ET), Richard Valente (RV)

INVITATIONS

Group reviewed a first cut of a database containing invitees that fall into the following categories: property owners in the historic district who are clients of the WVHPP; political/VIP invitees (town officials and candidates for the zoning/planning boards); contractors/subcontractors; local and state historic preservation contacts; realtors; other (including financial and insurance services). Subcommittee members reviewed the desired approach for each "special handling" group. ER asked all to continue to forward to her the names of any one that was missed. ER will add contacts brainstormed during today's meeting.

The current/previous clients will be contacted over the next few days to see if they will agree to be a "real-life example" used in the presentation, program book and PR. Selected clients will be asked to

become part of the program, speaking briefly on their experiences.

ER noted inputting for the contractor/sub category continues. In the end, this category will contain nearly 400 names, culled from lists provided by the state registration boards (any contractor with a Warren mailing address), the Rhode Island Builders' Association (contractors who have identified themselves as working on historic homes), the Town Building Official and the Town Planner. This category alone will receive response cards, to be returned to the Town Building Official's office. Based on responses, the Building Official will place follow-up phone calls to key builders/contractors encouraging attendance. A phonathon to the remaining names will be conducted as well.

Subcommittee then reviewed list to identify those businesses/organizations that should receive booth invitations. (Booths are really table space to display materials, information, resources.) Booth invites have already been issued to Preserve RI and the RI HP&HC. Based on today's discussion, invitations have gone/will go to:

Building/material suppliers: Mercier's, JT's, Arnold's, Adler's, Heritage Woodwrights, Heritage Restoration Windows, Negus Lumber, John Chaney's paint supplier

Local/state historic groups: Preserve RI, RI HP&HC, Massasoit Historical Assn, Warren Preservation Society, Land Trust

Local banks

ER noted that we should try to focus invites for building supply stores on those who provide historic materials.

PR suggested talking to several local residents who have done extensive restoration work to see who they've worked with.

RV noted that Old House Journal and Preservation Magazine have resource lists for restoration products and services in each issue. He recommended providing copies of those pages at the event. ER will see if this information is available online as well, so that we can reference this resource in our program book, increasing its usefulness.

ET has worked with Julie Coelho to secure lists from the town's tax rolls of homes within the historic district and of 100-year-old homes outside of the district. ER noted that the list seemed to include commercial as well as residential. JT asked if we could identify how many commercial buildings were within the district and could be eligible for the tax credit program. This data (along with how many potential new constructions and how many mixed-use buildings) could be useful in our presentation and in our PR efforts, as the new ordinance directly affects these property owners.

MARKETING/PR

ER noted flyers are now being distributed through the Town Building Official's office, Mercier's and JT's.

JT and ET will be addressing the Downtown Merchant's Group on Thursday. ER will make up 15 packages with save the date cards and small posters for distribution at the meeting. JT and ET will secure list of merchants willing to display posters or hand out flyers and approval to include mention (or an actual flyer) of the event in the group's next member mailing.

Massasoit Historical Association has agreed to include a flyer in their October member mailing. This reaches approximately 100 people.

JT to provide contact information for publisher of RI Monthly, with whom he's worked in the past. PR to provide contact information for Jane Harrison's daughter, an editor at the same publication.

VOLUNTEERS

... Are needed! Subcommittee members are encouraged to bring volunteers to the table for these next, crucial weeks. Or, please contact Erin Ruddick at 401-245-1899 if you'd like to help.